



Friends of Pennard Library

Cyfeillion Llyfrgell Pennard



FoPL AGM 2016: Chairman and Treasurer's Reports



“Bad libraries build collections, good libraries build services, great libraries build communities” (R. David Lankes).

Annual General Meeting April 2016

Welcome

Thank you so much for supporting the library service in Pennard by attending our AGM. We've had another busy year of meetings with officers and cabinet members in our bid to save our library. A key achievement has been our fundraising this year; our charity shop has raised over £18,000 in the eight months which it has been open. We'd like to thank the entire community – and particularly our committed volunteers - for this tremendous effort and show of support: "Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it's the only thing that ever has" (Margaret Mead). We might not have changed the world, but, together, we have ensured that our library has stayed open.

Thanks to our library staff, Jo and Kate, for providing such an excellent library service in South Gower. "Bad libraries build collections, good libraries build services, great libraries build communities" (R. David Lankes). Looks like you've built a "great" library.

Thanks are also due to Steve Hardman (Head of Library Services) and Tracey Macnulty (Head of Cultural Services) - and their teams - for their invaluable support and advice.

A special thank you to the FoPL Committee – Carolyn Davies, Rhian Ferguson, Lynda James, Keith Marsh, Karen Penny, Keith Roberts and Will Smith – who have all worked hard through another year.

Sarah Joiner (Chair, FoPL)

FoPL Contacts

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Introduction to FoPL

Friends of Pennard Library (FoPL) was formally created on 26 April 2014 and is now a Charitable Incorporate Organisation: 1158806. FoPL's vision is to Create and continually develop a modern, flexible and welcoming Community Hub which includes and adds value to the existing librarian-led library service and is designed to enhance the lives of all Gower and Pennard residents.

The primary aims of FoPL are:

- To encourage greater diversity of usage by Gower community of both Pennard Library and its building;
- To rebuild the present library building to make the library sustainable in the short, medium and long term;
- To liaise with national and local organisations such as Welsh Government and the City and County of Swansea (CCoS) to ensure a secure future for a librarian led service in Pennard;
- To raise funds and assist with fund raising in support of Pennard Library where appropriate.

AGM Agenda

1. Welcome & thank you for your support
2. Present & Apologies
3. Minutes of the last AGM (on the following pages)
4. Chairman's report – Sarah Joiner
5. Treasurer's report – Carolyn Davies
6. Questions from members
7. Election of trustees. The following nominations have been made:
 - a. Rhian Ferguson,
 - b. Will Smith,
 - c. Keith Roberts
 - d. Carolyn Davies
 - e. Sarah Joiner
 - f. Karen Penny
 - g. Other nominations?
8. Election of Officers. The following nominations have been made:
 - a. Chairman: Sarah Joiner
 - b. Vice chair: Will Smith
 - c. Treasurer: Carolyn Davies
 - d. Secretary: Lynda James
 - e. Minute secretary: Rhian Ferguson
 - f. Membership secretary:
 - g. Grant officer: Keith Roberts
 - h. Fund-raising officer / FoPL Shop Manager: Karen Penny
 - i. Lease / Buildings Officer: Keith Marsh
 - j. Any other nominations to the committee?
9. AOB
10. Date of next AGM

Minutes of the FoPL AGM, 14th April 2015 at the Southgate Club

Agenda

1. Welcome and thanks
2. Present and Apologies
3. Minutes of last AGM
4. Chairman's Report
5. Financial Report
6. Election of Officers
7. AOB

Item 1

Acknowledgement and gratitude of the excellent job that Jo and Kate do.

Item 2

- **Present** – see registration book
- **Apologies**
Peter Black, Bec Dietzig, Christy Shaw, John Greenwood, Geoff Ely, Lyndon and Eileen Thompson, Kate Cross, Marian Funnell, Ian Ambrose.

Item 3

Minutes carried

Item 4

Chairman's report –

- Publicity – everything is on-line. If not receiving email updates people were asked to ensure that Jude Davies had current contact details. Also it was acknowledged that many members do not use email so important to publicise and communicate through other methods.
- Vision of the Community Hub. Planning Permission costs discussed (£1,650)

Questions

- **Jon Morgan-** £350,000 is a huge amount of money. Would it be better to accept a shorter lease and scale down the plans?
Chair- We would be prepared to accept 25 years if we can't get a longer lease but that then impacts on our ability to access grants (a point also made by Vicki Blake)
Keith Marsh-made the point that we are able to build for less money if we do not have to go through SCC. £40,000 savings simply for not having to go through procurement. The rebuild was essential and it needs to be remembered that SCC was prepared to spend £195,000 simply on a refurbishment.

- A 25yr. lease would not be ideal so could FoPL look for a site in Bishopston?

Keith Marsh- ideally the library needs to be further west than Bishopston

Chair- If we don't secure a 99yr lease we will need to consult members.

General observation that planning is so expensive.

Members wanted to express gratitude to Roger Nettleton for all his time and effort.

Item 6

1. **Chairman-** Keith Marsh proposed Sarah Joiner seconded by Ann Hopkins- Carried
2. **Vice-Chair-**Will Smith proposed by Trish Willis and seconded by Iain Roberts-Carried
3. **Treasurer-** Carolyn Davies proposed by Linda Douglas Robins seconded Susan Geary-Carried
4. **Secretary-** Linda James proposed by Fiona Pierce seconded by Susan Geary-carried
5. **Minute Secretary-** Rhian Ferguson proposed by Mary Gibbons seconded by Ian Cullough-carried
6. **Membership Secretary-** Jude Davies proposed by Susan Geary seconded by Vicki Blake-carried
7. **Publicity Officer-** Jude Davies proposed by Ann Hopkins seconded by Liz Fussell-carried.
8. **Grant Officer-** Keith Roberts proposed by Ian Robertson seconded by Ian Cullough-carried
9. **Lease Buildings Officer-** Keith Marsh proposed by Will Smith seconded by Trish Willis-carried
10. **Fund Raising Officer-** Ian Ambrose had offered to take this on but not present at meeting. Decided to leave position open.

Item 7: AOB

WI Pennard and WI Parkmill wanted to express their support of FoPL and their wish to help in future fund raising events.

Question asked about the prize draw. The Chair gave details including licensing issues.

Date of next AGM

April 2016

Chairman's Report

Trustees and Committee Members

From 1st April 2015 – 31st March 2016, the trustees were: Sarah Joiner , Will Smith, Carolyn Davies, Jude Davies, Rhian Ferguson, Keith Roberts and Arthur Rogers. During the year, Jude Davies and Arthur Rogers resigned and we thank them for their contributions.

In addition to the trustees, Lynda James, Keith Marsh, Karen Penny and Ian Ambrose served on the committee. Ian resigned due to other commitments, and we thank him for his work.

Key Achievements in 2015 – 2016

1. The library is still open!
2. The FoPL Charity Shop in the Old Post Office has raised over £18,000 (including ebay sales, gold sales, community markets etc). Our thanks go to Will and Sarah Smith for allowing us to have the shop rent free.



Thanks also to Karen Penny, who manages the shop, and her army of amazing volunteers. The volunteers have also formed a quiz team, which plays once a month at the Southgate Club.



3. Committee members held two assemblies in Pennard Primary School, discussing the importance of our library with the children. Pupils were invited to participate in a poster competition, encouraging people to make better use of the library. The winners were rewarded with amazon vouchers and appeared in the *South Wales Evening Post*.

The Current Situation with the Library Service in Pennard

1. During 2015, we were awaiting a long-promised library review, whilst trying to secure a 99 year lease on the current site in order to pursue grants to rebuild the library. We had been told that: "... the authority is currently undertaking a review of its library service provision. In light of this the authority feels it is unable to accept the current Community Learning Libraries Grant [CyMAL] for Pennard Library as this presupposes the service at Pennard will remain before the review is published... This does mean however that the decision to close the service will now be part of the wider review and **so the service will continue as is until the review has been discussed thoroughly by Cabinet**" (Councillor Robert Francis-Davies, 24th October 2014). This review was superseded by a commissioning review of a range of services – which has still not been published.
2. Whilst waiting for the review, the committee continued to endeavour to secure the library site, as stipulated in our Memorandum of Understanding with the City and County of Swansea (CCoS): "Work towards generating an income stream to support library service provision via a lease

agreement/community asset transfer or other agreed option which would then be reinvested within the service to cover appropriate costs” (MOU).

3. On the 10th February 2015 – our buildings committee meet with education and estates officers re. a lease. They were doubtful that we would be able to obtain a 99 year lease on the current site, suggesting that 25 years would be preferable to CCoS. Officers directed us to look at the curtilages of the campus to resituate the library, as the library is on education land.
4. With the help of our architect, Roger Nettleton, we explored eight options before discounting them for various reasons. On 31st March we emailed a letter sent to David Turner, CCoS Estates, applying for 99 year lease on current site, with supporting reasons. We had letters of support from: Pennard Primary School, Squiggles, Gower Medical Centre, the Pharmacy, Pennard, Bishopston & Penrice Community Councils.
5. After correspondence with various officers and the Cabinet Member for Education, Jen Raynor, the position finally became clear. In a meeting with her, she gave the following statement: "The option of a long term lease on the current site is not viable, and there are no long term lease options available for anyone. I note that FoPL has worked hard to secure and sustain a library service. In the short term, we may consider a short renewable lease, although this does not guarantee a library service. Although there is a Commissioning Review being undertaken to include the future of all libraries, FoPL must concentrate its efforts in looking at an alternative site, and to employ a librarian or develop the use of volunteers to sustain the library service" (Councillor Jen Raynor, Cabinet Member for Education, November 2015).
6. Following Councillor Raynor’s advice, alternative sites were considered and discussions and letters were exchanged with the Pennard Community Council and the Gower Medical Practice. Although both parties are supportive of the continuation of the library service, neither felt able to help due to a lack of land.
7. Then came a surprise announcement: "Mr Stewart told the Post that **no libraries would be closed following a review of the service**, but that opening hours might change. A report is due in the coming weeks” (*South Wales Evening Post*, 16th February, 2016).
8. Good news for Pennard! After discussing with Tracey Macnulty and Steve Hardman what this meant for Pennard Library, Tracey wrote: “The position remains that the site on which the library stands is not available to lease to a third party, but we are open to a proposal and business plan that outlines how the Friends... might support the operation of the library, within the framework of ‘community action’. Whilst this wouldn’t give long term security, it would still achieve the same outcome as a short term lease or one that could be declared null and void in the event of the land being required” (Tracey MacNulty, 18th March 2016).

9. After meeting with Steve Hardman on 29th March, the committee agreed that it would produce a new business plan based simply on securing the building on a short term rolling lease, working with Sue Reed, of Community Action, to achieve this. At this stage, it appears that FoPL “might” take on the utilities and maintenance of the building, whilst CCoS will provide staffing with some volunteer support. This needs further discussion with Head of Library Services, and a new MOU to outline what is expected of both parties. The internals of the current structure “could” be reconfigured to change the current toilets / staff area into public toilets and a small café, incorporating the existing external porch. This is an option which would need the approval of CCoS – but it provides a way forward in our discussions. It might be déjà vu – but at least it’s good news so far.



10. This short term lease could come into effect in the next six to nine months.

How you can continue to help

So it looks like the money we’ve raised this year will soon be put to good use, as the building is badly in need of refurbishment.

Subscriptions are now due, and with the task ahead of us – we’ll need every penny. **Please continue to use the library as often as possible** – we are not quite meeting CCoS’s targets for visits and borrowing etc.

Please visit our stalls this coming year at the Pennard Produce Market, Pennard Carnival and the Bishopston May Fair. Thank you.

Sarah Joiner

Treasurer's Report

Receipts and payments account for the year ended 31st March 2016

INCOME

Donations	1,455.00	
Shop	18,195.58	
Membership	620.00	
Tabletop: Local market	566.81	
Carnival	<u>149.85</u>	
		20,987.24

EXPENDITURE

Signs and Banners	390.88	
Keys	66.00	
Postages	21.29	
WCVA	115.00	
Balloons	198.00	
Insurance	480.82	
Electricity and Gas	366.05	
Confectionery	1,469.94	
PayPal	25.51	
commission		
Other	159.65	
		<u>3,293.14</u>

EXCESS OF RECEIPTS OVER PAYMENTS **17,694.10**

Balance at 1st April 2015

Barclays Bank	1,793.34	
PayPal	<u>8.34</u>	
		1,801.68

Represented by

19,495.78

Balance at 31st March 2016

Barclays Bank	19,485.78	
PayPal	<u>10.00</u>	
		<u>19,495.78</u>

Notes

1. Our thanks are due to various individuals and groups for some very generous donations: Three Cliffs in Harmony Choir, the WI, Ilston Community Council and the Starlight Band.
2. The FoPL Shop has raised well over £18,000 – the Table Top and Community Market sales all sell goods donated to the shop. Thank you to Karen Penny and the volunteers.
3. More valuable items donated to the shop are sold on ebay. Some memorable sales were five solid silver spoons which sold for £110, a pink sapphire and diamond necklace selling for £50 and ski boards which sold for over £100. We've also stashed up odd bits of gold which we then sold for over £200. Thank you to Vicki Johansen, whose knowledge of jewellery has been lucrative!
4. Thank you also to Elaine Owen for PAT testing, Jack Davies for getting the best prices for us on donated postcard and stamps, and Gary for advising on the selling of old records. All this had culminated in fantastic fundraising.
5. The books were examined by Mr John Jeremy, and certified on 06.04.16. We thank him for all of his hard work.

Carolyn Davies